

# **Dexter Downtown Development Authority**

APRIL 15, 2021 <> 7:30AM

***Virtual Meeting***

## **MINUTES**

1. Call to Order: Called to order at 7:30 AM on March 18, 2021 by Chairman Doug Finn.

2. Roll Call

Doug Finn – Attending remotely in the City of Dexter, Michigan

Don Darnell – Absent

Mike Fitzpatrick – Attending remotely in the City of Dexter, Michigan

Carol Jones – Attending remotely in the City of Dexter, Michigan

Shawn Keough – Attending remotely in the City of Dexter, Michigan

Patrick Becker – Attending remotely from the Florida Keys, Florida

Rich Bellas – Attending remotely in the City of Dexter, Michigan

Mike Penn – Arrived at 7:50 AM and attending remotely in the City of Dexter, Michigan

Karen Magdich – Attending remotely from Hamburg Township, Livingston County, Michigan

Phil Mekas – Absent

Fred Schmid – Attending remotely in Sylvan Township, Washtenaw County, Michigan

Randy Willis – Attending remotely in Webster Township, Washtenaw County, Michigan

Also in remote attendance: Michelle Aniol, Community Development Manager.

3. Approval of Minutes from the March 18, 2020 Regular Meeting

*Motion Keough; support Schmid to approve the minutes of the Regular Meeting of March 18, 2021 with the following correction, Adjournment - motion made by Willis and seconded by Fitzpatrick and not by Keough and Darnell.*

*Ayes: Becker, Bellas, Finn, Fitzpatrick, Jones. Keough, Magdich, Schmid and Willis*

*Nays: None*

*Absent: Darnell, Mekas and Penn*

*Abstain: Penn*

*Motion carries*

4. Approval of Agenda:

*Motion Fitzpatrick; support Willis to approve the agenda as presented.*

*Ayes: Willis, Schmid, Magdich, Keough, Jones, Fitzpatrick, Finn, Bellas and Becker*

*Nays: None*

*Absent: Penn, Mekas and Darnell*

*Motion carries*

5. Pre-arranged Audience Participation: None

6. Non-Arranged Citizen Participation: None

7. Treasurer's Report: *Treasurer Mike Fitzpatrick provided information on the April Treasurer's Report which has been recorded and reconciled for April. Mr. Fitzpatrick reviewed the Revenue report which was over what was expected, the addition of a line for COVID expenses and an investment correction for an adjustment to the reporting. The following action was taken:*

- a. *March Invoices: An invoice from Spartan Barricades for Business Assistance in the amount of \$269.50 and an invoice from the City of Dexter for payment for the DTE Property Swap in the amount of \$37,500.00 for a total amount of invoices for \$37,769.50.*

*Motion Schmid; support Bellas to pay the April invoices presented in the amount of \$37,769.50.*

*Ayes: Jones, Willis, Becker, Finn, Keough, Penn, Bellas, Fitzpatrick, Magdich and Schmid*

*Nays: None*

*Absent: Darnell and Mekas*

*Motion carries*

- b. *Treasurer's Report –April 2021*

*Motion Keough; support Penn to approve the April 2021 DDA Treasurer's Report and Third Quarter Budget Amendments.*

*Ayes: Finn, Fitzpatrick, Jones, Keough, Becker, Bellas, Penn, Magdich, Schmid and Willis*

*Nays: None*

*Absent: Darnell and Mekas*

*Motion carries*

8. Correspondence / Communications: None

9. Action Items:

- a. *Forecast FY2021-2022 – Consideration for Forecast for FY 2021-2022*

*Ms. Aniol explained the use of the Forecast which is used to budget for the coming year and out to the year 2037-2038. Mayor Keough reported that the City has decided to fund the remaining \$4,000 for the outdoor barriers. Discussion followed on the forecast and Willis asked if the DDA could double up on payments to the City on the property swap? Ms. Aniol requested the DDA consider adding beautification improvements to the Outdoor Service Area barricades and directed the DDA to look at the Project Forecast when the Board was able to meet to formulate a strategic plan, and then consider any additional increases on expenses.*

10. Discussion and Updates - None

11. Reports:

a. Mayor– Shawn Keough

*Mayor Keough includes his written report per packet and provided the following updates:*

- *The City is in the middle of budget planning also.*
- *We are continuing to do due diligence on the 3515 Broad Street property.*
- *The City discussed in closed session the Tax Tribunal decision and did request that the City Attorney file documents to have the decisions reconsidered.*
- *Rich Bellas complemented Mayor Keough on the State of the City report in the recent City Newsletter.*

b. Staff – Michelle Aniol

*Ms. Aniol includes her written report per packet and provided the following updates:*

- *Businesses in the downtown do understand that parking closures do come with a cost, but the businesses do want to support fellow businesses. A possible way to help them out could be erecting directional signage for locating additional parking.*
- *Arbor Day has been moved to Saturday, May 1, 2021.*
- *Dexter has taken a half-page ad in the Michigan Trail Magazine.*
- *The City of Northville has contacted Dexter on coming to Dexter to view and visit our park and pathway program as they are planning something like this in their community.*
- *Planning Commission is working on text amendments to allow Accessory Dwelling Units (ADUs) in the City and looking for ways to get this information out to City Residents.*
- *The Washtenaw Economic Outlook forecast came out recently with good information.*

12. Chairman's Report: *Next meeting – May 2015, 2021*

*a. Final 2022-2023 Forecast - Consideration*

*b. Preliminary FY 2022-2023 Budget –Discussion*

*c. Trash enclosure locations and possibly directional signage in the downtown - Discussion*

*Chairman Finn stated he attended the joint City Boards and Committees meeting in March.*

13. Non-Arranged Citizen Participation: None

14. Adjournment

*Motion Willis; support Becker to adjourn at 8:38 AM.*

*Unanimous voice vote approval with Mekas and Darnell absent.*

Respectfully submitted,

Approved for Filing: May 20, 2021

Carol J. Jones, Secretary